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ABSTRACT

The purpose of the Student Career Introduction Program (SCIP) was to introduce minority and female students to careers in engineering, accounting, architecture, medicine, law, and computer science. In the 1986-87 program year, 30 students (20 females, 10 males) were selected to participate; of these, 14 were minority members (10 females, 4 males). The program was divided into three components: preemployment training, on-the-job training, and post-employment training. The first two program components took place during the school year. The post-employment training took place in June 1978, at a college campus. Eight program results were as follows: 12 companies were added to provide job training; additional career fields were added to serve student career goals; 12 students were hired by job training companies after program completion; 23 participants graduated from high school and enrolled in college; 25 students had a 3.0 or above grade point average; a county resolution was passed requiring companies having contracts with the county to hire SCIP students; a student received a scholarship; and SCIP achieved national recognition. Four recommendations based on the findings were: increase flexibility of student hours; increase hours; improve post-employment training; and add a clerical position. (The following attachments form the bulk of this document: list of 51 SCIP program sites including street addresses and student names/funding; career exploration series schedule; form for post-employment training evaluation by students; publicity materials; the county resolution; 1987 Achievement Award notification letter; and student participant letters.) (NLA)

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STUDENT CAREER INTRODUCTION PROGRAM

Program Year 1986-87

ANNUAL REPORT

Kentucky Department of Education

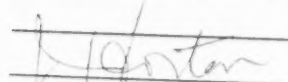
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STUDENT CAREER INTRODUCTION PROGRAM

LOUISVILLE/JEFFERSON COUNTY OFFICE FOR ECONOMIC DEVELOPMENT
Durrett Education Center
4409 Preston Highway
Louisville, Kentucky 40213

Jenny Johnston, Coordinator

PROJECT NUMBER: F3400W4X

ANNUAL REPORT
July 1, 1986 - June 30, 1987

The Louisville/Jefferson County Office for Economic Development is an equal opportunity employer and employment decisions shall be made without regard to race, color, religion, national origin, marital status, physical handicap, sex or age (for individuals who are at least 40 years of age but less than 70 years of age), except where sex or age or physical handicap is a bona fide occupational qualification, or for political belief (except for policy-making positions).

ABSTRACT

The Student Career Introduction Program (SCIP) is to introduce minority and female students to careers in engineering, accounting, architecture, medicine, law and computer science. The program is divided into three components: pre-employment training, on-the-job training and post-employment training. The first two components of the program take place during the school year. The post-employment training is scheduled for the month of June, 1987, at a college/university campus.

ACTIVITIES AND ACHIEVEMENTS

1. ENROLLMENTS IN SCIP

Thirty (30) students were selected to participate in the Student Career Introduction Program. Each student met the following qualifications:

- a. Live in Jefferson County;
- b. Have at least a 2.8 grade point average;
- c. Have good school attendance;
- d. Is a high school junior or senior;
- e. Must have an interest in a profession related to computer science, engineering, accounting, architecture, medicine or law;
- f. Have two letters of recommendation: one from school personnel and the other from an adult outside the school system.

Applications for the program were elicited from public and private high schools in Jefferson County.

Of the thirty students enrolled, the following is the statistical data:

Females	20
Males	10
Minority females	10
Minority males	4
Seniors	23
Juniors	7
Entering college	23
Finishing high school	7
3.0 or above gpa	25
2.8 - 3.0 gpa	5

ACTIVITIES AND ACHIEVEMENTS

2. PRE-EMPLOYMENT TRAINING

Each student attended three weeks of pre-employment training which was held at Butler High School. Ms. Linda Spoo, a business teacher from Southern High School was the pre-employment instructor. Mr. Melvin Oakes, computer instructor from Butler High School, taught the computer lab. The following occurred during the pre-employment training:

- a. Each student received the Department of Education "Employability Skills" manual which was furnished by the Kentucky Department of Education. The manual was used as the core source of the training.
- b. Each student received the USA Today Career Guide. This resource provided information on interview skills, future job market data, high school academics required for a wide variety of skills and college entrance information. The magazine is enclosed.
- c. Each student completed the pretest to assess her/his knowledge of finding and keeping a job. At the end of the training each completed the post-test to evaluate knowledge gained during the instruction.
- d. The students completed the "Learning Inventory" (which was provided at the Vocational Education conference). The inventory clarified the type of learner each student was which enabled Coordinator in placement of the students.
- e. Each student completed an essay on sex equity in response to the following statement "Did you ever want to do something and were told you couldn't because..." Several essays were read and discussed in class. The discussion included the media and its transference of sex bias and stereotyping.
- f. A monthly budget was completed by each student. These were reviewed in class along with data on the salaries for entry level positions for the SCIP career fields.
- g. Each student received one week of computer instruction on the IBM personal computer. The students were tested at the end of the computer instruction to assess what was learned during the class.
- h. After reviewing and discussing the resume and letter of application format from the Employability Skills manual, each student completed a letter of application and a resume.
- i. Select students were interviewed during the class. The students were instructed to ask questions about a position as if it were an actual interview.

Successful completion of the training was based on the post-test score, the computer test score and completion of the above items.

ACTIVITIES AND ACHIEVEMENTS

3. ON-THE-JOB TRAINING

- a. Each student was placed with a company to receive 250 hours of job training with direct supervision. Twenty-five (25) companies provided job training with twelve (12) of the companies being new training providers for this program year. Attached is a list of the companies with the assigned student
- b. Most of the students worked two hours a day, Monday through Friday. Some of the students worked more than ten hours a week due to getting out of school earlier in the day. Lisa Grismer worked an average of twenty-five (25) hours per week, thus finishing her 250 hours much earlier than the other students. She was then hired by the company. Eight students did not work 250 hours due to school obligations. Seven students worked slightly more than 250 hours.
- c. Each student submitted a weekly time sheet to Coordinator. These were tabulated, documented in Coordinator's weekly ledger of hours worked, and submitted to Nasser Mirhosseini for payroll.
- d. On a biweekly basis each student submitted a report to Coordinator describing the assigned tasks on the job and skills needed to complete the tasks. These were closely monitored to assess the value of the job training. If any questions arose about the tasks, the Coordinator contacted the direct supervisor for clarification.
- e. Coordinator maintained a personnel file on each student. Included in the file were the SCIP application, reference letters, resume and letter of application, medical and photograph release forms, time sheets, biweekly reports, student evaluations by supervisor and the evaluations done by the students.
- f. The Progress Seminar was held at the University of Louisville on March 5, 1987, from 3:30 to 5:30 p.m. Guest speakers in the fields of accounting, medicine, architecture, engineering, computer science and law spoke to the students. Each student completed the midcycle evaluation of the program. The students were provided career data on their specific fields of interest.
- g. Each direct supervisor completed the midcycle evaluation of the assigned student. A final evaluation was completed by the supervisor at the end of the job training. The final evaluation is provided to each student for future job seeking purposes.
- h. Twelve students have been hired by the job training company. Ten of the twelve are hired on a full-time basis for the summer months.
- i. The students have completed a final report on the program. The report addresses the positive and negative aspects of the program; expectations of SCIP; and, any suggestions or comments.
- j. All of the students completed the on-the-job training by June 12, 1987.

ACTIVITIES AND ACHIEVEMENTS

4. POST-EMPLOYMENT TRAINING

- a. Twelve students attended the post-employment training which was held at the University of Kentucky, June 7 through June 26, 1987.
- b. The daily class schedule consisted of a career development class and the specialized career class of accounting, engineering or architecture. A list of speakers for the career development class is attached.
- c. The specialized class included classroom lectures, field trips, and lab work.
 1. The accounting students received training and did lab work on the accounting system for an actual small business in Lexington.
 2. The architecture students designed and constructed a zoo facility. Their project was critiqued by the instructors.
 3. Each engineering student designed and constructed a bridge which was tested on the computer for resilience.
- d. Use of the computer was incorporated into each of the specialized classes.
- e. The instructors completed an evaluation on each student. The students were rated "outstanding" in their classroom performance.
- f. The students completed an evaluation of the post-employment training. A copy of the evaluation is attached.

5. PUBLICITY AND SUPPORT

Support of SCIP has continued to grow this year. Publicity and support were received from the following:

- a. Business First article - "Student job program gets rave reviews"
- b. WAVE TV3 "Today in WAVE Country" - Coordinator presented the program to the community.
- c. JCPS "Monday Memo" - this was helpful in recruitment of students.
- d. Louisville Defender - covered the SCIP picnic.
- e. Focus Louisville Alumni Group - information was publicized in the "Entrepreneur" newsletter along with a mailout that was sent to 250 companies for recruitment of new companies.
- f. Jefferson County Judge/Executive Harvey I. Sloane, M.D. - Judge Sloane initiated a county resolution that stated that any company (accounting, engineering, architecture, computer science, law or medicine) that had a contract with the County of \$40,000 or more had to hire a SCIP student. This passed Fiscal Court on January 27, 1987.
- g. Black Achievers - Coordinator spoke to group of minority high school students on the requirements and goals of SCIP.
- h. National Association of Counties - SCIP was honored for its community service and performance.
- i. Jefferson County Public School system - has provided in-kind services of office space, telephone service, postage, and fiscal services.
- j. Louisville/Jefferson County Office for Economic Development - has served as the contractor and fiscal agent for the program. Direct supervision for Coordinator was provided by Mr. Paul Thistleton.

RESULTS

1. Twelve new companies were added to provide job training for the students.
2. The addition of medicine, law and computer science to the SCIP career fields allowed the program to better serve the career goals of the students.
3. Twelve students were hired by the job training company after the SCIP hours were completed.
4. Twenty-three students graduated from high school with all of those students being enrolled in college this fall.
5. Twenty-five of the thirty students had a 3.0 or above grade point average.
6. The County resolution was passed on January 27, 1987.
7. William Pitney, through the direct support of SCIP, has received a four year mining engineering scholarship to the University of Kentucky.
8. SCIP was recognized nationally by the National Association of Counties and will be placed in a resource network for counties in the United States.

It is probably best to look at the students' reports to hear about the benefits of the program. Attached are copies of reports from Daniel Biddle, Cabrina Bosco, Donna Gilbert and Sean Watters.

CONCLUSIONS

As SCIP has continued to grow, the need for such a program in the community becomes much more apparent. Most of the students have never worked in a professional environment and probably would not have the opportunity to secure the kind of job that is available through SCIP. The success of the program can be measured not only in quantifiable, attainable goals, but also in the tremendous improvement in the students' self-esteem.

As Coordinator of SCIP it has truly been a privilege to work with such fine academic and professional achievers.

RECOMMENDATIONS ON FINDINGS

1. Flexibility in student hours

It is recommended that the students be allowed to work more than ten hours per week if this is in agreement with the school schedule. For example: a student who is enrolled in a co-operative education program completes the in school coursework usually by noon and can report to work early in the afternoon. Also, some companies work later than 5:00 p.m. and students can work more than ten hours a week. This would enable those students who want to work in SCIP and participate in high school activities (such a track which is held in the spring) to do both.

2. Increase in number of hours

Increasing the number of hours a student can work in SCIP from 130 to 250 has been very successful. The longer period of on-the-job training has provided a consistency with the companies. It has been cost efficient since the company now trains a student for the entire school year instead of having to train a fall semester and then a new spring semester student. The students have been able to be more involved with the office responsibilities and tasks and have learned more during the longer period of time.

3. Post-employment training

Although attendance tends to be low for the post-employment training, this still proves to be a valuable part of SCIP. Through the specialized class training the students have been able to solidify their career decisions. The commitment to SCIP, including the post-employment training, needs to be emphasized more to increase attendance. The usual reason for not attending the training is that the student has to work during the summer in order to have money to go to college.

4. Clerical position

Administratively, SCIP has a serious need for a full-time clerical person. Coordinator is out of the office on numerous occasions due to working from a second office and the monitoring responsibilities of the position. The responsibility for SCIP has been moved to the Private Industry Council - Job Training Partnership Agency, effective August 1, 1987. The office for the program will remain at Durrett Education Center, provided as an in-kind service of the Jefferson County Public Schools system. The program has been funded to include a clerical position for program year 1987-88.

STUDENT CAREER INTRODUCTION PROGRAM

PROGRAM SITE(S) WITH STREET ADDRESSES

STUDENT NAME & FUNDING

Allison, Soreff & Garber, P.S.C.
1326 South Third Street
Louisville, Kentucky 40208
Contact Person: Denise M. Link
Mayra Rodriquez
(502) 637-1422

Woody Jones DE
Michelle Priest JTPA

Anderson-Bayus Associates
410 West Chestnut, Suite 524
Louisville, Kentucky 40202
Contact Person: Mr. Carey Anderson
Maria Taylor
(502) 587-0208

Stacia Davis JTPA

"Are Your Kids Bored?" Inc.
9206 Lethborough Drive
Louisville, Kentucky 40299
Contact Person: Claudia Van Bogaert
(502) 499-8925

Becky Farmer DE

Arrasmith, Judd & Rapp
501 Park Avenue
Louisville, Kentucky 40208
Contact Person: Dale Curth
(502) 637-3688

Charlene Lairson JTPA

Baptist Hospital East Highlands
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4000 Kresge Way
Louisville, Kentucky 40207
Contact Person: Glenda Bourne
(502) 561-3185

David Childers DE

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Attorney at Law
310 West Liberty Street
Louisville, Kentucky 40202
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(502) 589-1979

Kelley Cameron DE

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611 West Main Street
Louisville, Kentucky 40202
Contact Person: Steve Eggers
(502) 582-2509

William Pitney DE

Business Office Suplies Company - INTECON
106 East Broadway
Louisville, Kentucky 40202
Contact Person: Carol Dobson
(502) 589-5522

Malika Johnson JTPA

PROGRAM SITES(S) WITH STREET ADDRESSES (CON'T)STUDENT NAME & FUNDING

Camp, Dresser & McKee, Inc.
10101 Linn Station Road
Plainview Plaza, Suite 590
Louisville, Kentucky 40223
Contact Person: Russ Zeckner
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Russell Moss JTPA

City of Louisville
Department of Budget and Planning
601 West Jefferson Street
Louisville, Kentucky 40202
Contact Person: Barbara Webb
(502) 587-3031

Felicia Metcalf JTPA

City of Louisville
Department of Neighborhood Advocacy
727 West Main Street, Fourth Floor
Louisville, Kentucky 40202
Contact Person: Milton Dehoney
(502) 587-3380

Chanca Cardell JTPA

City of Louisville
Emergency Medical Services
1805 Brook Street
Louisville, Kentucky 40208
Contact Person: Michelle Brumleze
(502) 636-3530

Damon Pritchard DE

City of Louisville
Employee Relations and Personnel
609 West Jefferson Street
Louisville, Kentucky 40202
Contact Person: Nesa Hall
(502) 587-3600

Alicia Booker DE
Lisa Lett DE
Jecantha White DE

City of Louisville
Housing Office
601 West Jefferson Street
Third Floor
Louisville, Kentucky 40202
Contact Person: William Schreck
(502) 587-3301

Melissa Smith DE

City of Louisville
Public Works Department
1450 Lexington Road
Louisville, Kentucky 40206
Contact Person: John Fleming
(502) 587-3183

Sherri Moore JTPA
Renee Jones JTPA
Andrea Breckenridge JTPA

PROGRAM SITES(S) WITH STREET ADDRESSES (CON'T)STUDENT NAME & FUNDING

Clarke GM Diesel, Inc.
2697 Grassland Drive
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Contact Person: Sherri Hatti
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Lavonda Naves JTPA

Coopers & Lybrand CPAs
3500 First National Tower
Louisville, Kentucky 40202
Contact Person: Kaye Gilley
(502) 589-6100

Erica McDonald DE
Angela Nelson JTPA

CompSystems, Inc.
Starks Building, Suite 435
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Contact Person: Herman Lodde, Jr.
(502) 589-2853

Kenya Harvey JTPA

Cotton & Allen
100 East Liberty Street
Louisville, Kentucky 40202
Contact Person: Pat Wilson
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Gretchen Jurlando DE

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440 South Fifth Street
Louisville, Kentucky 40202
Contact Person: Denise Severson
(502) 583-7233

Erin Crutcher JTPA

Daugherty & Trautwein
3717 Taylorsville Road
Louisville, Kentucky 40220
Contact Person: Elaine Trautwein
(502) 459-8498

Daniel Biddle DE

Family Health Center
709 Fairdale Road
Fairdale, Kentucky 40118
Contact Person: Karen Parker
(502) 361-1060

Melissa Raley DE

Dr. Gaines & Jones, M.D., P.S.C.
1170 East Broadway, Suite 102
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Contact Person: V. Grace
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Latacha Stallard JTPA

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Louisville, Kentucky 40225
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Donie Meyers DE

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Amanda Gohde JTPA

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Louisville, Kentucky 40202
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Kara Bowling DE
Chad Elder DE

GRW Engineers, Inc.
2100 Gardiner Lane
Louisville, Kentucky 40218
Contact Person: Carolyn Williams
(502) 587-3121

John Dukes JTPA
Tim Hunter JTPA

Jefferson County Clerk's Office
County Courthouse, Room 105
Fifth and Jefferson Streets
Louisville, Kentucky 40202
Contact Person: Gwen Meehan
(502) 625-5837

Shawn Shockency JTPA

Jefferson County Department for Human Services
Emergency Financial Assistance Office
207 West Market Street
Louisville, Kentucky 40202
Contact Person: Mary Bryan
(502) 625-6410

Evelyn Seeger JTPA

Jefferson County Housing Authority
Third and York Streets
Louisville, Kentucky 40203
Contact Person: Tom Hunter
(502) 583-2801

Angie South JTPA

Jefferson County Judge Executive
517 Court Place, Fourth Floor
Louisville, Kentucky 40202
Contact Person: Sharon Prather
(502) 625-6161

Lisa Bullitt JTPA

Jefferson County Office of Personnel Management
517 Court Place, Room 301
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Kim Wright JTPA

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Tammy Carter JTPA

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Cabrina Bosco DE

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Sean Watters DE
Emily Chandler JTPA
Robert Mason JTPA

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Amy Bailey DE

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Contact Person: Linda Thiersch
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310 West Liberty Street
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Victus McDaniel JTPA

John Phelps, Engineer
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Patricia Allgeier JTPA

Places/Ask Mr. Foster
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Lisa Grismer DE

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Erica Robinson JTPA

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Latondra Jones DE

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Louisville, Kentucky 40203
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Felicia Stockton JTPA

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Contact Person: Ben Higgins
(502) 351-1240

Rhonda Burks JTPA
Jerry Smith JTPA

University of Kentucky

STUDENT CAREER EXPLORATION PROGRAM

CAREER EXPLORATION SERIES SCHEDULE

8:15 - 9:15 a.m. weekdays
Room 245 Whitehall Classroom Building

Donna Hall Director of Special Programs Tex L. Boggs, Dean University Extension Frazee Hall University of Kentucky	Welcome to University of Kentucky Monday, June 8, 1987
Michael Roy Nichols, Ph.D. Director Counseling and Testing Center University of Kentucky	Adjusting to Life on Campus Tuesday, June 9, 1987
Joan Taylor Administrative Assistant Office of the Governor 157 Capitol Building Frankfort, KY 40601	Educational Goals and Opportunities Wednesday, June 10, 1987
Gregory Brock, Ph.D. Family Studies Department Chair 315 Funkhouser Building University of Kentucky	Communications with Friends and in Dating Relationships Thursday, June 11, 1987
Troy Reynolds Panel of students Honors Department Patterson Office Tower University of Kentucky	The Social, Cultural and Academic Life of College Students Friday, June 12, 1987
John Patterson Computer Specialist Fire Department Route 3, Box 480 Versailles, KY 40383	Computer Career Opportunities in Government, specifically with the Lexington Fayette Urban County Fire Department Monday, June 15, 1987

Scott Breckinridge Retired Administrator, CIA 395 Redding Road Lexington, KY 40502	Career Opportunities in International Service with the C.I.A., (with personal reflections) Tuesday, June 16, 1987
Tom Brotz, Director Children's Summer Program Frazee Hall University of Kentucky	A Career Involving Music, Computers and Teaching Wednesday, June 17, 1987
Debra Hensley Insurance Broker and City Council Member 508 East Main Street Lexington, KY 40508	Career Opportunities: Politics and Insurance Thursday, June 18, 1987
Carol Cottrill, M.D. Department of Pediatrics Chandler Medical Center MN 468 University of Kentucky	The Rewards of a Medical Career Friday, June 19
Andy Garner Admissions Department 100 Funkhouser Building University of Kentucky	College Admissions: What to Look For in a College Monday, June 22, 1987
Druscilla Van Sant Associate Dean College of Law Law Building University of Kentucky	Legal Career Opportunities Tuesday, June 23 Wednesday, June 24
Dr. Gohman, Medicine Kathleen J. DeBoer Assistant Athletic Director/Women Memorial Coliseum University of Kentucky	Competition and Careers in Sports (or anything else) Thursday, June 25, 1987
Evaluation and Concluding Remarks	Friday, June 26, 1987

STUDENT CAREER INTRODUCTION PROGRAM

POST-EMPLOYMENT TRAINING University of Kentucky

EVALUATION BY STUDENTS

The following scale was used to evaluate the post-employment training which was held June 7, 1987 through June 26, 1987, at the University of Kentucky:

1	Excellent
2	Very good
3	Good
4	Fair
5	Poor
6	Very poor
7	No comment

Each student that attended the training completed an evaluation. The attached is the tabulation of the responses of the students.

The students attended one of three specialized classes as follows:

Architecture

Cabrina Bosco
Donna Gilbert

Accounting

Crystal Allen
Tara Angelini
RaDenna Cox
Amanda Gohde
Woodrow Jones
Kimberly Patton
Felicia Stockton

Engineering

Patricia Allgeier
Latondra Jones
William Pitney

PAGE 1 - Evaluation

RATE THE GUEST SPEAKERS OF THE "CAREER EXPLORATION SERIES"

	EXCELLENT	VERY GOOD	GOOD	FAIR	POOR	VERY POOR	NO COMMENT
1. Dr. Michael Roy Nichols	2	5	4	1			
2. Joan Taylor	9	3					
3. Dr. Gregory Brock	1	3	3	4	1		
4. Becky Marshall		2	7	2	1		
5. John Patterson			4	6	2		
6. Scott Breckinridge		2	4	3	3		
7. Tom Brotz			4	4	3	1	
8. Debra Hensley	1	4	6	1			
9. Dr. Carol Cottrill	1	2	7				2
10. Andy Garner	3	2	5	2			
11. Druscilla Van Sant	2	3	3	4			
12. Dr. Gohman	2	2	6	2			
13. Kathleen J. DeBoer	3	5	3	1			

PAGE 2 - Evaluation

NAME AND RATE YOUR SPECIALIZED CLASS INSTRUCTORS

	EXCELLENT	VERY GOOD	GOOD	FAIR	POOR	VERY POOR	NO COMMENT
Holly Bruce	2						
Pam	2						
Valerie	2						
Brian Y.	2						
Brian	2						
Clay	2						
Stephanie	2						
Dr. Harik	1	2					
Dr. Wang	1	1	1				
Curt	..		3				
Dan		1	2				
Hamid	1	2					
Dr. Manny Tipgos	7						
Alex	2	2	3				

PAGE 3 - Evaluation

RATE THE FOLLOWING ITEMS OF YOUR SPECIALIZED CLASS

	EXCELLENT	VERY GOOD	GOOD	FAIR	POOR	VERY POOR	NO COMMENT
22. Class Organization	9	1	2				
23. Content of coursework	9	1	2				
24. Lab work	4	6					2
25. Computer work	5	4	1	1			1
26. Field trips	8	2	1	1			
27. Length of class	7	2	1	2			
28. Classroom	6	3	2	1			

RATE THE EXTRACURRICULAR ACTIVITIES

29. Fort Boonesboro	1	2	5		1	1	2
30. Kentucky Horse Park	1	5	1	4	1		
31. Swimming at Woodland Park	4	2	5	1			
32. Swimming at UK Coliseum	3	6	3				
33. Movies ("Hair" and "Roxanne")	9	2	1				
34. Movies (in dorm)	5	5	2				
35. Other (shopping, free time, talent show)		3		1			

PAGE 4 - Evaluation

RATE THE DORM AND CAFETERIA

	EXCELLENT	VERY GOOD	GOOD	FAIR	POOR	VERY POOR	NO COMMENT
36. Laundry Service		3	2	2	3	2	
37. Cleaning Service	1	1	4	1	5		
38. Dorm staff - front desk	1	3	3	5			
39. Meals	1	2	2	4	1	2	
RATE THE SUPERVISION/COUNSELORS							
40. Marc Johnson	6	5	1				
41. Karyl Knoop	2	1	4	4	1		
42. Jenny Johnston	7	4	1				
43. Overall rating of training	6	6					

WOULD YOU RECOMMEND THE TRAINING TO OTHER STUDENTS? 12 yes -0- no

** Student comments are attached.

PAGE 5 - Evaluation

Student comments:

"Whatever you all do, be sure to bring Manny and Alex back next summer. I loved it!!! Thanks Jenny"

"This program was great and I really enjoyed being part of it."

"This program was excellent. I feel that I was very lucky to be in this program."

"The program is really successful. What I enjoyed the most was while I was learning accounting our instructor joked as he taught us."

"I like the program. It was a good experience."

"This training has been a wonderful experience and I wish that anyone who had an opportunity to join this wonderful elite group. I can see that it helped many young people see the necessities of a careerful future. I wouldn't change a thing about the content and fun of this program. It has helped us be more than just friends - we are a family!"

"SCIP is a growing experience. What I mean is that through this program, you learn and do so much. I feel that every young person should experience something like this."

"More field trips to more organized places. (Shakertown, Mammoth Cave) I really had a great time here at University of Kentucky. I recommend this program to those people who need to learn about growing up."

"I really didn't get to know everybody. The reason I judged as I did is because of the time we spent together. I really enjoyed myself. Thank you!"

Student job program gets rave reviews

By KEVIN RAYBURN

At least one requirement handed down by government officials in relation to firms attaining city-service contracts has gotten rave reviews.

The Student Career Introduction Program, created in 1984 by executive order of former Louisville Mayor Harvey Sloane, has placed about 150 juniors and seniors from Jefferson County private and public schools in realistic work settings.

In Louisville, firms in the engineering, architecture and accounting fields holding \$40,000 or more in city contracts must hire at least one area high-school student for on-site career training.

The idea is to give students a chance to gain experience in their career choice, before they actually go to college.

"The caliber of the students has been excellent," said Julie Jefferson, research assistant in the Louisville Chamber of Commerce's Economic Development Group, which currently employs three SCIP students.

"Their tasks may not seem exciting, but they're essential for any office," she added.

Laura Johnson, a draftsman overseeing two SCIP students for her employer, H.E. Rudy Engineers, said: "We like (the students) because they're needed. Most of what ours do is leg work—deed research and picking up office supplies," for example, she said.

The program was first suggested by Joseph Corradino, partner with the engineering-consulting firm of Schimpeler-Corradino Associates in Louisville. Corradino said SCIP evolved from a similar program his firm was involved in five

years ago in Detroit. At that time, the company's Detroit office hired about 30 high-school students to help research the feasibility of an engineering project.

"The idea was to train students to do something meaningful," Corradino said.

Corradino said the purpose of Louisville's program also is to help students "not just find gainful employment, but real career opportunities."

Jenny Johnston, SCIP's coordinator, said the program "addresses the problem

"The caliber of the students has been excellent."

of youth unemployment and provides top-quality, cost-efficient assistance" to businesses.

In its third year, Louisville's SCIP has 42 participating firms with 80 working students, but Johnston said more firms—even some without city contracts—want to get into the program because the students are good workers who don't require high pay.

In addition to the architecture, engineering and accounting firms required to participate in SCIP, firms in the fields of medicine, law and computer science also are hiring SCIP students.

The program is administered by the Louisville/Jefferson County Office for Economic Development and funded annually with grants from the Private Industry Council's Job Training Partnership Agency and the Kentucky Department of Education.

Deemed a success by area business and government leaders, efforts are being made to expand SCIP to include firms holding contracts with Jefferson County government. Sloane, now Jefferson County judge-executive, plans to present the proposal to Fiscal Court on Jan. 27.

The students are paid \$4 an hour and work two hours after school, five days a week. The pay is subsidized by the sponsoring agencies. Normally, companies pick up half the pay, or \$2. In the case of low-income students, grants provide \$3.35 of the salary and companies pick up 65 cents, Johnston said.

Entry requirements for SCIP are relatively strict. Students must have a 2.8 grade-point average and a good attendance record, Johnston said.

This year the program has gotten more rigorous, providing twice as much office work experience as before, Johnston said. Students work for 250 hours during the school year, and undergo three weeks of



Ron Bath photo

Donna Gilbert, a senior at Pleasure Ridge High School, spends her afternoons working and learning at Schimpeler Corradino Associates. Douglas McKinnon, civil engineer, checks Gilbert's work.

"pre-employment" training in October.

That includes a week of computer training, as well as proper business dress and etiquette.

Sean Watters, a 17-year-old senior at Western High School, said he was accept-

"It gives young people pride, respect, and some dollars in their pocket."

ed into the program in early 1986 after filling out an application provided by his counselor.

"They place you according to your abilities," Watters said. After indicating he liked working with people, Watters was placed with the Louisville Chamber. "I answer the phone, work on a word processor, make Xerox copies," among other things, Watters said.

"It's something to put on the resume and helps as a recommendation for college," Watters said. "You meet a lot of worthy people who can make things happen for you."

"It gives the young people pride, respect, and some dollars in their pocket," Corradino said.

callers and bands will be featured at the Barn Dances. Admission is \$3.00 per person. Beginners are welcome. For additional information David Wicks, coordinator of Project I.O., at 3295.

Student Introduction Program is accepting applications for the 1986-87 school year. An applicant must be a high school junior or senior, have at least a 2.8 grade point average, have good attendance, live in Jefferson County, and have two letters of recommendation. Students accepted work at a company Monday-Friday, 3-5 p.m., earn \$4.00 per hour, and receive 250 hours of job training. There are openings for 70 students. Applications are available from high school counselors. For additional information call Jenny Johnston, SCIP coordinator, at 3400.

Staff members who receive honors from, hold offices in, present positions papers at conferences of, or publish articles in journals of national and state professional organizations may be eligible for Board of Education recognition. For additional information contact Stephanie Bateman, assistant public information officer, at 3061.

Community Resources

Last week MONDAY MEMO reported that the Kentucky Railway Museum is arranging a one-way student train ride for Thursday, October 9, 9 a.m. (departure time from the Museum). The Museum's ticket office telephone number provided MONDAY MEMO was incorrect. The correct number of the Museum's ticket office is 895-3290. The Museum is also planning a one-way student train ride for Friday, September 26, 10 a.m. (departure time from the Museum). For fares and other information about the train rides call 895-3290.

Two programs involving resident physicians teaching in JCPS classes are available for 1986-87. PHYSICIANS IN THE SCHOOL is a presentation by a resident physician from the University of Louisville's School of Medicine for fifteen 5th grade classes. Teachers in this program must attend two ninety-minute meetings. The deadline for applying is September 17, 1986. The STEP PROGRAM makes available resident physicians for visits to 10 schools (5th and 6th grade classes). These physicians bring and discuss with the selected classes diseased organs, a video, and the Jarvik-7. Teachers in the STEP PROGRAM must administer a pretest and a post-test on heart disease. Teachers interested in participating in either program should contact Ken Rosenbaum at 3055.

The employees of Ford Motor Company's Louisville Assembly Plant, located at Fern Valley Road and Grade Lane, invite school groups to tour the plant. Group tours are available at 9:15 a.m. on Wednesdays (and are usually completed by 11 a.m.). Arrangements must be made at least three weeks in advance. For additional information call 364-3653.

"The Mummy's Tomb," a new permanent exhibit, opened Labor Day at the Museum of History and Science. The mummy, Then-Hotep, estimated to be 3,400 years old, has been part of the Museum's collection since 1925, but she has not been on public display since 1937. Unlike King Tut's tomb, Then-Hotep's tomb represents average, middle-class Egypt. The exhibit includes scarabs, mummified falcons, cosmetics, and jewelry. There are related hands-on science exhibits and a videotape presentation about the mummy. For additional information about "The Mummy's Tomb" or the Museum, call Liz Wideman at 589-4584.

Student Career program holds awards picnic



The Jefferson County Student Career Introduction Program held an Awards Picnic last Saturday, at the Camp Taylor Park on Poplar Level Road, to honor those students who participated in the program. The purpose of the program is to introduce high school students to careers in engineering, ac-

counting, medicine, law, computer science and architecture, through on-the-job training provided by private businesses. Participants in the program are pictured above. Jenny Johnston, of Durrett Education Center, is the program coordinator.

Louisville Defender
September, 1986

136/584

RESOLUTION NO. 2, SERIES 1987

A RESOLUTION ESTABLISHING A STUDENT CAREER INTRODUCTION PROGRAM FOR COUNTY CONTRACTS IN THE FIELDS OF ARCHITECTURE, ENGINEERING, ACCOUNTING, COMPUTER SCIENCE, MEDICINE AND LAW WHERE THE CONTRACT AMOUNT EQUALS OR EXCEEDS \$40,000.

WHEREAS, it is desirable to facilitate entry of youths into the professions of architecture, engineering, accounting, computer science, medicine and law by the following means:

- a) Introduction of young people from Jefferson County to professions of architecture, engineering, accounting, computer science, medicine and law through direct, supervised, on-the-job experience;
- b) Assistance of economically disadvantaged youth of the community in finding gainful employment;
- c) Encouraging minorities and females to explore opportunities in professional and technical fields which traditionally lack adequate representation from those groups;
- d) Establishment of a practical system of cooperation between Jefferson County Government and the private sector in alleviating the problem of youth unemployment;
- e) Preparation of young people to meet the demands of new technologies; and

WHEREAS, funding to accomplish these goals is available through grants from a number of sources;

NOW, THEREFORE, BE IT RESOLVED:

- 1. For the duration of funding subsidizing the program described herein, all contracts, whether professional service contracts or contracts pursuant to requests for proposals, for Jefferson County Government or any department of Jefferson County Government, in the fields of architecture, engineering, accounting, computer science, medicine or law where the amount

Attachment 9: County Resolution

of the contract equals or exceeds \$40,000, shall comply with the requirements set forth below.

2. All contracts and requests for proposals subject to this Resolution shall contain provisions to the effect that:

A. The contractor agrees to participate in a Student Career Introduction Program ("SCIP") as described in the guidelines promulgated by the Louisville/Jefferson County Office for Economic Development and provided to the contractor at the time of entry into the contract.

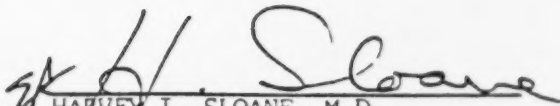
B. The contractor shall provide on-the-job training to a number of SCIP students determined by the SCIP Program Director pursuant to the SCIP program guidelines.

C. The length of training for each SCIP student shall be twenty-five weeks. (In the case of JTPA SCIP students, a minimum of thirty additional days of employment by the contractor will be required.)

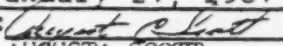
D. During their twenty-five week training cycles, all students participating in the SCIP shall be Louisville/Jefferson County Office for Economic Development employees. (Thereafter, the students shall become employees of the contractor as required under JTPA SCIP or at the contractor's discretion.)

E. SCIP students shall be selected by the SCIP selection committee pursuant to the SCIP guidelines promulgated by the Louisville/Jefferson County Office for Economic Development.

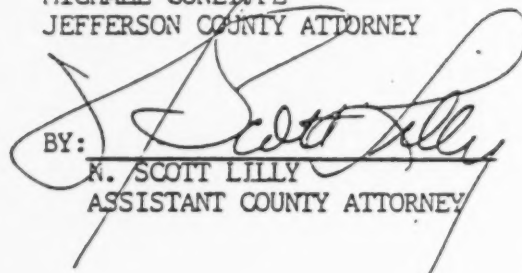
F. Nothing in this resolution shall prohibit the contractor from employing SCIP students on its own after the required SCIP training cycle has been completed.


HARVEY I. SLOANE, M.D.
COUNTY JUDGE/EXECUTIVE

APPROVED BY FISCAL COURT
ON: January 27, 1987

ATTEST: 
AUGUSTA SCOTT
FISCAL COURT CLERK

APPROVED AS TO FORM AND LEGALITY
MICHAEL CONLIFE
JEFFERSON COUNTY ATTORNEY

BY: 
N. SCOTT LILLY
ASSISTANT COUNTY ATTORNEY

NATIONAL ASSOCIATION of COUNTIES

440 First St. NW, Washington, DC 20001
202/393-6226

May 19, 1987

Ms. Jenny Johnston
Coord. II, Off For Economic Development
515 West Market, Suite 650
Louisville, KY 40202

Dear Ms. Johnston,

We are pleased to announce that you have been selected as a 1987 Achievement Award Winner for the following entry:

"Student Career Introduction Program (SCIP)"

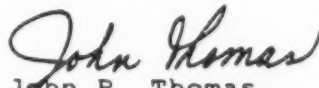
The National Association of Counties would like to take this opportunity to commend your ingenuity and creativity in establishing a useful program for county government. Given the nature of the times, it is especially important to develop innovative solutions to the problems that arise.

In order for other county governments to benefit from programs like yours, we keep the files as a resource for any inquiries we may receive. During the next year you may get calls from other counties interested in implementing a program similar to yours.

I hope you will join us in Marion County (Indianapolis), Indiana, July 11-14, to receive your Achievement Award Certificate. The enclosed attachments provide detailed information on conference activities aimed at honoring this year's program winners.

Again, we congratulate you and thank you for participating in the 1987 Achievement Award Program. We look forward to hearing about other projects you may develop in the future.

Sincerely,


John P. Thomas
Executive Director

REPORT ON STUDENT CAREER INTRODUCTION PROGRAM

" . . . My purpose holds to sail beyond the sunset, and . . . all the western stars, until I die," declared the experienced Ulysses as he once sailed on his ship. Metaphorically the Student Career Introduction Program (a.k.a. SCIP) has been my ship of experience that has developed my confidence and whetted my working skills.

How did the program help me? The Student Career Introduction Program gave me much experience in office etiquette and the ability to work well with others. I felt that my professionalism and idealism stemmed from an impressive week of training at Jefferson State Vocational.

This short week of "do's & don'ts" of the "professional" world served as a catalyst for a major accomplishment: an experience giving job.

Through SCIP I was employed at the Louisville Chamber of Commerce over a year ago. Today I am still employed at the "Chamber"; however, I am not employed through SCIP, but through my own hard work, determination, and luck. I would have never been able to come this far without the help of SCIP, fantastic employers and it's director, Jenny Johnston.

Ms. Johnston is trusting, concerned, and very confident. She has always made sure that I was getting the most out of my work atmosphere. If there was any problem, she wanted to help me work through it without spoon-feeding me. She is a definite plus to the SCIP program. Ms. Johnston deserves many accolades and standing ovations for her uncanny abilities to do every thing for each person in this program.

As I leave my second and final year of SCIP, I will tuck my experiences from SCIP in my mind and heart. And one day when they merge the catalyst process will have completed and SCIP will have created a total man of integrity, confidence, and sensitivity, who will also be the Ulysses of his own destiny.

June 7, 1987

Dear Ms. Jenny Johnston,

The Student Career Introduction Program, SCIP, provided me with an education that I could not have learned in any school. I and the other students in this program were exposed to conditions only discussed in a classroom. I have learned a great deal; I know how to apply myself, maintain a job, and other important factors in being an employee.

The program itself was a great opportunity for me to get a head start. It gave me a chance to work in a business setting and gain the necessary skills for the everyday use of working with people. I also enjoyed having an income and realizing the working world is not as gruesome as some say. The place where I worked was conveniently located and the time was not a hassle.

The one thing that caused the most problems for me, which could not have been helped, was that I did not contain the necessary skills to work in this office because I had no background education on my chosen field.

I think it would have been more easy for me if I had been placed first and then got my training. This way I would know what would be expected of me.

The SCIP program has provided me an uncomparable education I could not have received anywhere else. The advantages I now have are knowledge of getting into and surviving in the working world, good experiences, and self-confidence to go out into the working world and to find a job for me.

When I first heard about the SCIP program I just saw a good job with a steady paycheck.

But I got a lot more out of it
than that. I am especially
looking forward to my
three-week post-employment training
at the University of Kentucky.

Thank You,
Cabrinal Bosco

9913 Silverwood Lane
Louisville, Kentucky
May 26, 1987

Ms. Jenny Johnston, Coordinator
Student Career Introduction Program
Durrett Education Center
Preston Highway
Louisville, Kentucky 40213

Dear Jenny,

You asked me to look at what I have learned during my participation in the Student Career Introduction Program. This covers a lot, and I hardly know where to begin.

Through this program I learned the importance of commitment and the necessity of cooperation. I practiced responsibility, as I realized the importance of being organized, getting work in ahead of deadlines, and planning my time so that I could arrive at work on time. It was good seeing a business run -- from the inside view.

Working at Schimpeler-Corradino was a really positive experience for me. I sure feel lucky to have been given the opportunity to work for this firm. (Thank you for your help.) The folks there made me feel a part of the firm right from the start. I learned much from my day-to-day training there. My tasks were varied, and my hours passed quickly. My superiors had much patience and showed care and concern.

I enjoyed my association with those at the business, the work experiences I had, and, of course, I enjoyed making my own money.

If I were to suggest a change, I do not know what it would be in my situation. As I said before, I must have gotten the best firm for which to work. My expectations, though admittedly vague, were met and surpassed.

Sincerely,

Donna

Donna Gilbert

The SCIP program was a positive learning experience. The program was very beneficial and should, in my opinion, be continued on a larger scale.

Through the SCIP program I was given an opportunity to prove myself in a job that, if not for SCIP, I wouldn't have been given a chance, due to lack of experience.

On my job with the Housing Inspection Division, I learned many useful skills. I was introduced to the Syntax computer system, a telephone switchboard and a copier machine. Such skills may be helpful in my future search for employment.

The hours I worked were perfect for a first job. They were not demanding and left plenty of time for schoolwork and recreation.

I enjoyed working with everyone connected with the program. They were all helpful.

The lectures given by the

professionals (accountants, architects, pediatrician) were a good idea. They helped cement my idea of my career choice.

The only negative aspect of the program was the length of the job-training. I felt it should have been shorter.

All in all, the program was a wonderful experience.

Miquisa Kay Smith

"SCIP: A FINE PROGRAM"

by Daniel Biddle

The SCIP Program has been a valuable experience to me as I have learned new skills, developed good business practices, and met knowledgeable people. The program, which lasted nine months, has taught me a great deal.

In October, I began the program by attending pre-employment classes. These courses, instructed by a fine teacher (Ms. Spoo,) were a bit too lengthy. Although they were very informative and proved to be helpful, I believe the classes could have been shortened, as Ms. Spoo seemed to run out of information to give before we were dismissed. In the future, I suggest that the classes be shortened to one hour a day.

As the time approached for me to begin employment, I realized that the classes were very beneficial. The section on job interviews and what to expect from a job gave me confidence as I went to the office for the first time.

My job was pleasant from the start as the people involved acted friendly, courteously, and very helpful. This proved to be the case for my entire stay at Daugherty & Trautwein. Ms. Elaine Trautwein, my supervisor, tried hard every day to have a special task reserved for me. This, however was not always possible in which case Mary Richardson, the receptionist, would try and find me something to do. As my stay with Daugherty & Trautwein grew, my relationship with the company improved. I learned new jobs from the various departments within the firm. For in-

stance, the engineers taught me to operate a computer, the landscape architects taught me to label plans, and the secretaries taught me business etiquette.

My favorite part of the job at Daugherty & Trautwein was being with the people. The employees always made work easier and more enjoyable. If my task was difficult, there was always someone to help me. If my task was boring, there was always someone to entertain me. If my job was dangerous, Mary Richardson always told me to be careful. The people were definitely the best part of my job.

The SCIP Program has undoubtedly taken a great deal of time from me. However, I have enjoyed most of these hours and learned something from all of them. I highly recommend the program to anyone who is capable of participation.